

State Law Advisor

About this Job Opportunity:

Job Purpose

The Department of the Premier is seeking to recruit the services of a legally qualified person to be part of a dynamic team responsible for the pro-active legal needs of the Western Cape Government. The post is based in Cape Town.

Minimum Requirements

LLB-Degree with admission as an Advocate or Attorney; A minimum of 5 years' appropriate practical post qualification legal experience; A valid code B driving licence.

Recommendation

Relevant experience in consulting with clients, drafting and vetting contracts, writing legal opinions and interpreting legislation in the public or private sector, identifying risks in business processes from a legal governance perspective; Proven experience in research methods; Computer literate.

Key Performance Areas

Conduct training sessions and facilitate workshops; Peruse transversal and departmental specific legislation applicable to the Provincial Executive and provincial departments, identify legal obligations and requirements in terms of the legislation, furnish pro-active advice, inform departments of the risks involved in non-compliance with legislative provisions and make recommendations to ensure sound governance; Monitor and evaluate the implementation of legislation and court decisions to ensure that the practical implementation complies with the regulatory framework and furnish pro-active advice on legal requirements for sound and sustainable decision-making in the Western Cape Government; Ensure that all Provincial Executive and provincial departments' delegations are legally sound; Drafting of legal opinions.

Competencies

Good working knowledge of legislation and case law relating to constitutional law, administrative law, promotion of access to information, protection of personal information, procurement law, the law of contract, interpretation of statutes and other areas of South African law applicable to the public sector; Exceptional written and verbal communication skills in at least two of the three official languages of the Western Cape; Well-developed research and legal writing skills; Innovative problem solving and analytical skills; Presentation skills.

Remuneration

Grade 1, LP 7: R 725 487 per annum; Grade 2, LP 8: R 854 577 per annum (OSD as prescribed)

Note on remuneration: Cost-to-employer (CTE) remuneration packages for certain occupation-specific dispensations (OSD), the middle-management service (MMS) and contract positions are inclusive of all costs related to service benefits or obligations including basic salary, 13th cheque, medical assistance, housing assistance, pension-fund contributions, etc. MMS remuneration packages are flexible and may be individually structured as prescribed. Where remuneration is not indicated as CTE, employees' service benefits or obligations are funded or co-funded in terms of the applicable prescripts or collective agreements.

Notes Only applications submitted online will be accepted.

Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department and may also be required to undergo competency assessments/ proficiency test. The selection process will be guided by the EE targets of the employing department.

Reference number: DOTP 2018-137

Closing Date: 28 January 2019

Job Details

Employer: Department of the Premier

Description:

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Closing Date: 28 January 2019

Salary: OSD as prescribed

Location: Western Cape

Contact Details

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